



## Foundation Music School Private Lesson Cancellation Policy

*Private lessons are a semester long commitment.  
Fall 2022 is a 16 week commitment.*

*When you commit to private lessons, your child's success depends on your commitment to attend. Please plan carefully to avoid cancellations. If you must withdraw from private lessons, please refer to the following guidelines:*

### **Private Instrument Lessons**

For new students, FMS offers one free preview before a commitment is made to private lessons. Once you confirm your lesson day and time with your teacher or an FMS admin, the commitment has been made to pay for Fall lessons in full (or pro-rated if lessons begin after our fall session has begun) and to continue with your instructor until written cancellation is provided. **Private lessons are continuous, flowing from one semester/session into the next, unless you provide written cancellation to your instructor/FMS. Written notice must be provided by July 29th if you choose to not continue into Fall 2022 lessons, and by November 18 if you choose to not continue into Spring 2023 lessons.**

FMS does not provide private lessons on a week-to-week basis.  
We encourage students to complete the entire semester of lessons.

**For the fall semester, your options for payment are 1 payment in full by 12noon August 26th, in order to take advantage of our 10% discount, or four equal payments due on the 10th days of August, September, October, and November 2022.** If a situation arises where a student is unable to attend for the entire semester, tuition is still due for the month in which the cancellation occurs. In addition, a cancellation fee equal to one month tuition may apply and a pro-rated account credit will be given if payment was received in advance. Unfortunately material fees are not refundable.

*Please refer to our attendance policy for missed lessons and/or late cancellations.*

*Due to the uncertainty of the COVID-19 situation, if the city/county/state changes the current guidelines for in-person gatherings, FMS will be following the guidelines. This means your in-person lesson at FMS will be automatically transferred to a live-stream lesson.*

*We will not be able to offer a refund in this situation that is beyond our control.*